

780 KAR 2:030. Steering and advisory committees for area technology centers primarily serving secondary students.

RELATES TO: KRS 151B.025(3), (5)

STATUTORY AUTHORITY: KRS 151B.025(3)

NECESSITY, FUNCTION, AND CONFORMITY: KRS 151B.025(3) gives the Office of Career and Technical Education all responsibilities for programs, staff, and operations at state-operated secondary area vocational education and technology centers. KRS 151B.025(5) requires that the centers be operated in compliance with program standards established by the Kentucky Board of Education. The Kentucky Board of Education has established those program standards in 705 KAR 3:141. This administrative regulation establishes standards for operations for area technology centers primarily serving secondary students through the use of steering and advisory committees.

Section 1. Each Kentucky area technology center serving secondary students shall have a steering committee. The steering committee shall:

- (1) Provide organized and regular contact with and participation by representatives from each local school district; and
- (2) Be composed of persons from the following categories:
 - (a) The principal of the technology center, who shall serve as chairman;
 - (b) The superintendent or designee of each cooperating school district;
 - (c) A board member from each cooperating school district;
 - (d) One (1) principal from each cooperating school district;
 - (e) One (1) representative from each site-based council;
 - (f) One (1) or more representatives of the local labor market area; and
 - (g) A guidance counselor from each cooperating school district.

Section 2. The steering committee shall consult, counsel, and advise the principal of the area technology center and the executive director of the Office of Career and Technical Education on matters pertaining to the operation of the school, including:

- (1) Annual and long-range program planning;
- (2) Operation and management procedures;
- (3) Programs to be offered;
- (4) Curriculum development;
- (5) In-service training of personnel;
- (6) Enrollment quotas for secondary school students from the different participating local school districts;
- (7) Discipline of students;
- (8) Class and school schedules;
- (9) Transportation of students;
- (10) Equipping and maintaining the facilities;
- (11) Program evaluation;
- (12) Student counseling and guidance; and
- (13) Records and reports.

Section 3. The steering committee shall have a minimum of one (1) regularly scheduled meeting per semester and called meetings as needed.

Section 4. The program advisory committee shall:

- (1) Be organized at the program level. The membership of the committee shall:
 - (a) Be representative of the businesses and industries for which the program provides education and training; and
 - (b) Represent the various levels of management and labor of the business or industry;
- (2) Have at least two (2) meetings per year; and
- (3) Counsel, advise, and consult with the program staff on:
 - (a) Implementation of curriculum;
 - (b) Safety;
 - (c) Equipment needs;
 - (d) Projects for student learning;
 - (e) Advocacy of the program in the community;
 - (f) Recruitment of students;
 - (g) Work-based learning; and
 - (h) Job placement of students. (17 Ky.R. 716; eff. 10-14-90; Am. 22 Ky.R. 355; 723; eff. 10-5-95; 26 Ky.R. 2318; 27 Ky.R. 960; eff. 10-16-2000; 35 Ky.R. 1853; 2222; eff. 5-1-09.)